



City of Lincoln Jump House Permit Application

Permit Fee: \$70
Damage Deposit (Refundable): \$105

Applicant Information		
Name		
Street Address		
City, State, ZIP Code		
Day Phone		
Fax Phone		
E-Mail Address		
Contact Person "on site" day of		Cell #:
Person in charge of event if different than Applicant:		
Street Address, City, State, ZIP Code		

Event Information	
Date of Event:	Event Location:
Event Name/Purpose of event	
# of Jump Houses at event:	# of generators to be used:
Type of Jump Houses at event	
Set-up time:	Event stating time:
Ending time:	Disbanding time:

Vendor Information	
Name of Vendor	
Contact Name	
Address	
City, State, ZIP Code	
Phone #	

Rules and Regulations

1. Permit form and fees must be completed within five (5) working days of reservation date.
2. Cancellations must be made in writing and received within five (5) working days of the reservation date. No refunds will be issued for cancellations received within three (3) working days of the reservation date.
3. Damage deposit refunds will be processed within three (3) weeks of the reservation date, providing the area is left without excessive trash and/or damage.
4. Glass containers are not allowed in or on any City of Lincoln park including parking areas.
5. Alcohol shall not be present or consumed in or on any City of Lincoln park including parking areas.
6. All Jump House vendors are to be from the "Preferred List" offered by the City of Lincoln Recreation Department.
7. If a vendor to be used is not on the "Preferred List", the vendor must contact the City of Lincoln Recreation Department and provide a valid Certificate of Insurance with million dollar liability coverage adding the City of Lincoln as an additional insured as well as complete a formal site walk through with City of Lincoln staff prior to the scheduled event. Once a vendor has met both requirements, the City will place the business on the "Preferred List."
8. Vendors must supply their own generators. The City of Lincoln will not provide access to an electrical outlet.

Agreement and Signature

I, the undersigned representative, have read the rules and regulations with reference to this application. The information contained herein is complete and accurate.

Name (printed)

Signature:

Date:

Payment Information

Permit Fee:

Damage Deposit:

Amount Due:

Cash

Check #

Office Use Only

Permit Application Number:

Assigned to:

Notes:

Submit your completed application to:
City of Lincoln Recreation
2010 First Street, Lincoln, CA 95648
Phone: (916) 434-3220
Fax: (916) 434-8057